

Invitation to Bid (ITB) # 32901 – 22006 – 12114
Specifications for High Density Mobile Space Saver File System and Widespan Shelving in
Sub-Basement at Andrew Jackson Building 500 Deaderick Street Nashville, TN 37219
Tennessee Department of Correction (TDOC)

I. Introduction:

This is a procurement issued by the Tennessee Department of Correction (TDOC) for the provision of space saving secure mobile file cabinets and widespan shelving for file storage within the Andrew Jackson Building. The awarded Contractor is needed to provide and install two (2) types of storage shelving units at the Andrew Jackson Basement per the attached plans dated 9/24/21, these specifications and vendor must provide training. The awarded Respondent will be responsible for on-site installation. Upon award, the Contractor shall provide training to TDOC staff on proper loading and file storage features of the installed products. The TDOC staff will then load all the shelves and file cabinets with the materials to be stored after the installation and training is completed. The vendor shall also provide one (1) year warranty including service labor and materials upon completion of training.

II. Goods/Services to be Provided:

The awarded Contractor shall provide two (2) types of storage fixtures to maximize storage capacity of the buildingspace:

1. Space Saving Secure Mobile File Cabinets:
Mobile, mechanically assisted, securely locking file cabinets that can accommodate letter sized files that are twelve inches (12") deep with color coded end tabs. Approximately 5,000 linear feet of mobile shelving storage is needed.
2. The Contractor shall also provide open long span storage racks for approximately fifteen thousand (15,000) or more boxes stacked and shrink wrapped onto pallets. The shelving must be able to support these pallets and store multiple rows of bankers boxes that measure 16"x12"x10.5" high on each 4'X4' pallet. The average weight is per box is thirty-five (35) pounds and the maximum shall be four boxes stacked on top of each other per pallet (48 boxes per pallet).

The location of the work is at the Basement in the Andrew Jackson Tower at 500 Deaderick Street, in Nashville, TN 37219.

III. Contract Duration:

The intent is for a one-time purchase and there is no intent to purchase additional shelving other than what is indicated above. The vendor will receive a one-year contract to provide the products, deliver, install, and close out the project through training and afterwards provide comprehensive service contract type warranty including service labor and materials for one year against all defects.

IV. Evaluation and Award

Each vendor shall provide with his bid a set of specifications, sales literature and or a brochure for product overview information on each of the two types of storage systems being proposed for

comparison to other vendors who each may have their own proprietary system.

1. Space Saver locking file storage indicate total linear feet of capacity must exceed 5,000 linear feet proposed to fit below a 9'-3" high ceiling.
2. Long Span Pallet racks indicate the total number of boxes able to be stored must exceed 16,000 boxes in the areas provided.

The vendor who provides the required total storage capacity per Section II. (1) & (2) and also has the lowest cost will be awarded the contract.

V. Additional Requirements

The shelving must fit under the existing clear ceiling heights.

As a minimum in the Space Saver File area 9'-3" ceiling clear space is minimum, in the Storage Room BB22 ceiling clear space is 7'-6" minimum and in the Palletized Storage Room BB16 the ceiling clear space is 10'-4" minimum.

- Overall floor plans of the installation in the Basement area.
- Enlarged floor plans showing dimensions and total counts of the individual cabinets in each area.
- Elevations with height dimensions and the total storage capacity of the storage units.

The vendor will pay all freight and delivery of the products to the Andrew Jackson Building.

There is a loading dock available at the Andrew Jackson Building and the vendor will be allowed to offload and store his products onsite after moving them into the work area. During the installation the vendor is required to sign in and out of the Andrew Jackson State Office Building for security. All installation debris and packaging shall be the contractor's responsibility to remove from the site and dispose of in a lawful manner.